**Autonomy Process Automation**

In the enterprise, information and processes are ubiquitous; both exist as a result of the other and together they drive the outcome of business. However, all organizations have a common challenge, which is a heavy dependence upon human interaction and unstructured information such as email, documents, voice, paper, mobile and video, which do not fit well into traditional automation and IT infrastructure. As a matter of fact, over 80% of the information and processes that drive the enterprise are inherently unstructured, meaning that organizations are operating their business leveraging only a fraction of its potential.

**Automating Where People Meet Business**

Unlike other approaches, Autonomy embraces the unstructured and human element of business processes and turns the variability of information and human behavior into tangible business advantages. Autonomy’s fundamentally different approach uses Meaning Based Computing (MBC) to look across all real-time business process related data as well as any other data sources and automatically form an understanding of that information. The solution then uses that understanding to automate the process lifecycle, providing the right information at the right place and time. This approach ensures complete compliance and provides management with full visibility into the business with comprehensive dashboards, analytics and reporting. Autonomy’s customers often see time and cost savings of 60-80% with return on investment (ROI) counted in tens of millions of dollars. The benefits extend far beyond savings to the bottom line. Using Autonomy, companies are able to transform security-weak and inconsistent business activities into lock-tight, compliant and auditable processes. All information throughout the lifecycle is visible and automatically bound by rules and policies that govern its existence.

**Our Solution**

**Intelligent Documents and User Experience**

The best means to ensure user adherence and acceptance to policies and regulations regarding information is by allowing users to interact with information in ways that are natural to them while completely automating the interaction and compliance requirements. Users must be provided the right amount of information at the right step in the process in order to ensure optimal and compliant decision making. Autonomy Process Automation (APA) is a powerful suite that includes eForms, process modeling, analytics and paper processing.

**eForms**

APA eForms is a powerful, Web-based software solution for creating, deploying and automatically managing the routing, tracking and approval processes for electronic forms. APA eForms is simply the fastest way for organizations to put all their corporate forms and processes online.

APA eForms provides businesses and government organizations with a solution that automates all aspects of form driven processes. APA eForms easily creates, routes, tracks, approves and signs online eForms using industry standards, including XML, HTML and PDF formats. Autonomy’s XML-based process
automation solution generates database queries for real-time validation, routes forms to the appropriate departments and notifies managers by email when digital approvals are needed, resulting in efficient and secure electronic processing of information.

**eForms for Businesses**
Automating the use and processing of forms offers the greatest return-on-investment opportunity for any organization considering implementing an enterprise application. Routing, managing and entering data from paper forms is slow, expensive and erodes productivity. APA eForms provides the complete infrastructure needed to put form and document processes online, connecting corporate forms with database, ERP, accounting and back-office applications. Through the distribution and automation of organizational forms—including expense reports, purchase orders, and time-off requests—you will significantly increase worker productivity.

**eForms for Government**
Various state, federal and worldwide mandates have significantly increased the demand for eForm management systems. Organizations with significant numbers of static forms are implementing these solutions to meet the following mandates:

- *Reduction or elimination of paper to speed internal processes or to speed service to the public.*
- *Acceptance of electronic signatures to enable the reduction or elimination of paper.*
- *Address patient privacy concerns. (HIPAA)*
- *Increase accessibility through the use of technology, including “speaking” and Braille access.*

Automating eForms for public users, citizens, suppliers and business partners is as important as automating your internal form processes. APA eForms allows you to support external users with its Public Access Option—without any additional design or development effort.

**Form Design and Creation**
APA eForms ensures the rapid deployment of eForms through an intuitive point-and-click APA Form Designer, making it easy to create new forms, add intelligence, and publish into the APA Server.

**Process Intelligence**
Autonomy incorporates a comprehensive, graphical workflow modeling and simulation environment enabling business users to define processes that involve enterprise-wide information, human and automated tasks. These processes are orchestrated in Autonomy’s fully scalable process engine.

Modeling processes in this way allows you to:

- *Set-up rules, deadlines, and alerts to enforce industry mandates*
- *Simulate logic and load to optimize a process*
- *Support increased regulatory compliance and monitor your business operations*
- *Accelerate business decisions by delivering information to the right people at the right time*
- *Enhance customer service by enabling you to respond more quickly*
- *Focus more time on activities that grow the business*

Using Meaning Based Computing, Autonomy is even able to adjust processes automatically and dynamically to improve business performance. Because Autonomy understands the conceptual meaning of the information involved in a process, it...
adjusts the workflow dynamically, for instance, to incorporate additional steps and sign-off, responding to business needs in real-time. Much of the necessary information is completed automatically which significantly reduces the processing time and increases data accuracy.

APA Process Studio provides a graphical user interface that allows designers to view and manipulate processes as they are designing them. Tasks are organized into customizable drawers making them easily accessible. An XML view of the process is easily accessible via the GUI. A simulation of the process can be run inside Process Studio to test the execution of each task in the process.

Powered by intuitive drag-and-drop technologies, APA accelerates the design and execution of structured processes for unique business requirements and regulatory compliance needs. No programming expertise is required. To effectively map structured workflows based on defined business rules, APA provides advanced features such as:

- Process simulation
- Library of predefined tasks
- Sub-processes
- Built-in templates
- Conditional transitions
- Serial and parallel routing
- User determined workflow

Analytics

Autonomy provides monitoring and management features that give you greater visibility into your business and help enforce compliance requirements across the enterprise. With the ability to identify bottlenecks, audit usage, analyze processes and handle exceptions, Autonomy lets you make real-time improvements to the processes that drive your business.

Autonomy’s world-leading enterprise search technology provides real-time access to all in-process content down to the field level, yielding deep visibility into trends and time-sensitive content. It allows users to ask and answer business questions about in-flight processes and to make more reliable decisions in a more complete context. The increased transparency yields unparalleled process control on a step-by-step basis, allowing managers to monitor targets and deadlines, and ensure compliance.

The 2D cluster map is a visualization tool used to identify conceptual similarities and differences between clusters. The landscape is generated from the inter-relationships between clusters and the processes and content contained within those clusters. Designed to provide a single overview of the clusters contained within the data, clusters that are close together correlate to higher degrees of similarity, while dissimilar clusters are situated further apart.

APA Analytics enable highly customizable monitoring capabilities. Enables creation of custom software sensors that provide real-time access to business performance indicators, enabling improvement in speed and effectiveness of business processes.

Paper Processing

In reality many companies are finding that it is overly ambitious to move an entire process online. As a result, paper-based stages become an obstacle that can neither be eliminated nor seamlessly incorporated. One of the most powerful capabilities built into Autonomy is the ability to seamlessly ingest paper forms with Autonomy Capture and connect them to processes that may already be active. In fact, Autonomy is the only unified solution that supports a single, consistent and auditable business process to be applied to both electronic and paper information streams. For users, this means they have the option of submitting paper forms or electronic forms. In situations where
a wet signature is required or where federal or state government mandates require both options (paper and electronic forms) to be offered to consumers, this capability is critical. Forms and documents come in all different formats, shapes and sizes and many of them are generated outside of your enterprise and outside of your control.

Solutions

- **Government** - Tax forms, vehicle registration, business licenses, forms processing
- **Healthcare** - Patient enrollment, insurance claims, prescription orders, revenue lifecycle
- **Financial Services** - Loan applications, credit reports, new accounts, remittance, cash management
- **Manufacturing** - Service requests, job orders, change control
- **Education** - Admission applications, financial aid, student transfers, grants
- **Human Resources** - Employee self-service, employee onboarding, all personnel and policy forms
- **Accounting** - Expense reports, purchase orders, requisitions, invoices, financial forms, compliance
- **Marketing** - Co-op marketing requests, lead processing, customer surveys
- **Production** - Work orders, engineering change related documents
- **Sales** - Sales forecasting, business reports, sales order processing
- **Support/QA** - Bug reports, feature requests, customer feedback

About Autonomy

Autonomy Corporation plc (LSE: AU. or AU.L), a global leader in infrastructure software for the enterprise, spearheads the Meaning Based Computing movement. IDC recently recognized Autonomy as having the largest market share and fastest growth in the worldwide search and discovery market. Autonomy's technology allows computers to harness the full richness of human information, forming a conceptual and contextual understanding of any piece of electronic data, including unstructured information, such as text, email, web pages, voice, or video. Autonomy's software powers the full spectrum of mission-critical enterprise applications including pan-enterprise search, customer interaction solutions, information governance, end-to-end eDiscovery, records management, archiving, business process management, web content management, web optimization, rich media management and video and audio analysis.

Autonomy's customer base is comprised of more than 20,000 global companies, law firms and federal agencies including: AOL, BAE Systems, BBC, Bloomberg, Boeing, Citigroup, Coca Cola, Deutsche Bank, DLA Piper, Ericsson, FedEx, Ford, GlaxoSmithKline, Lloyds Banking Group, NASA, Nestlé, the New York Stock Exchange, Reuters, Shell, Tesco, T-Mobile, the U.S. Department of Energy, the U.S. Department of Homeland Security and the U.S. Securities and Exchange Commission. More than 400 companies OEM Autonomy technology, including Symantec, Citrix, HP, Novell, Oracle, Sybase and TIBCO. The company has offices worldwide.

Please visit [www.autonomy.com](http://www.autonomy.com) to find out more.